

**NEW JERSEY SCHOOLS INSURANCE GROUP  
MEMORANDUM**

**Date:** September 12, 2019

**To:** Board of Trustees  
New Jersey Schools Insurance Group

**From:** Evaluation Committee for I-2019-0001

**Subject:** Data communications network services (I-2019-0001) competitive contracting narrative summary report and recommendations

The New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group, also known as a governmental risk pool, established in accordance with P.L. 1983, c. 108, that provides insurance coverage and risk management services to member school districts.

NJSIG sought proposals from qualified organizations to provide primary data network and Voice over Internet Protocol (VoIP) telecommunication services. NJSIG’s objective with this RFP was to identify an organization to provide primary data and telecommunications network services. This includes Voice over Internet Protocol (VoIP) telecommunication services and wide area network communications services.

This solicitation was conducted in a fair and open process in accordance with the requirements for competitive contracting under the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq. NJSIG has approximately seventy-five (75) full-time employees. NJSIG’s primary location is in Mount Laurel, New Jersey. NJSIG’s secondary location, which serves as a disaster recovery site, is in Morganville, New Jersey. NJSIG currently utilizes a dedicated fifty (50) Mbps Ethernet connection at the primary Mount Laurel location, and a dedicated fifty (50) Mbps primary Ethernet connection at the Morganville location, with a (50) Mbps Multi-protocol label switching (MPLS) connection between both locations. NJSIG also maintains a secondary backup small business connection at the Mount Laurel location. This RFP does not include the secondary backup connection.

A full copy of the scope of work is contained within the request for proposals for data communications network services (I-2019-0001).

Proposers were invited to submit proposals to provide data communication network services via a fair and open competitive contracting process. As a result of this solicitation, NJSIG received four proposals in total.

An evaluation committee was convened to evaluate and summarize the proposals based on weighted evaluation criteria. These weighted evaluation criteria were designed to fairly evaluate all proposals, and are based on the model evaluation criteria set forth by the State of New Jersey, Department of Community Affairs, Division of Local Government Services as codified at N.J.A.C. 5:34-4.2. This evaluation methodology is designed to fairly evaluate the responsiveness of each proposal, and the responsibility of each proposer, based on the technical criteria, management criteria and cost criteria. A complete copy of the evaluation criteria, the relative weights assigned to the evaluation criteria and an explanation of the factors each criteria are intended to evaluate is included in the request for proposals for data communications network services (I-2019-0001).

The results of the evaluation committee are summarized below:

1. Comcast Communications had a 47.67 mean composite score. Comcast did not offer a purchase option for the phone equipment, only monthly rental which increased the monthly cost. Comcast did not have their own backbone at our Marlboro location and they would have to rely on a third party to hand off the line. Scalability was maxed at 100Mbps. The evaluation committee recommends rejecting the Comcast 36 month proposal.
2. Windstream Holdings Inc. had a 91 mean composite score. The evaluation committee found this proposal reasonable as to cost. Windstream provided a reduced purchase price of our existing phone equipment. The evaluation committee found the proposal to be responsive as to management and technical criteria. The evaluation committee recommends accepting the Windstream 36 month proposal that includes the purchase of the used phone equipment.
3. Data Network Solutions had a 44.67 mean composite score. There was a \$5,000 annual liability insurance cost passed on to NJSIG, and the phone equipment purchase and rental costs were higher than some of the other vendors. The implementation cost was also higher than any other vendor. The total number of employees caused concerns regarding support issues and response times. The evaluation committee recommends rejecting the Data Network Solutions 36 month proposal.
4. Tele Systems had a 45 mean composite score. Although the overall monthly cost listed was lower than most of the vendors there were many features that were left out and listed as Add-Ons, which increase the overall total cost. Tele Systems did not provide the resumes or work experience of the staff that

would be assigned to our account. They also did not define if the bandwidth was scalable over the 100Mbps. Support hours were not provided and there was no support based in NJ as defined in their proposal. The evaluation committee recommends rejecting the Tele Systems 36 month proposal.